

ADVISORY COMMISSION ON THE ENVIRONMENT

MINUTES OF THE FROM THE MEETING HELD ON WEDNESDAY, DECEMBER 17, 2003,
5:30 PM, HARTFORD CITY COUNCIL CONFERENCE ROOM

Commissioners Present:	Robert Pandolfo, Steve Hesse, June Lyons, Jeanne Webb-Chavez, Rita Kornblum, June O'Neil, Mary Diaz, Mark Mitchell and Richard Parmlee.
Commissioners Absent:	Eddy Morales.
Attending Staff:	Robin Hester.

I. Call to Order

Attending staff called the meeting to order at 5:48 p.m.

II. Approval of Minutes

The Commission approved the Minutes from the meeting held on November 21, 2003 (Commissioner O'Neil noted that her name was spelled incorrectly).

III. Status of Staff Appointment to Commission

Attending staff reported that permanent staff has not yet been assigned.

IV. Old Business: Formal Establishment of Commission

- *Election of Officers:* The Commission voted to approve the slate as submitted: Chair, Mark Mitchell; Vice Chair, June Lyons and Secretary, Jeanne Webb-Chavez. Chairman Mitchell governed the remainder of the meeting's agenda.
- *Commission Bylaws:* The Bylaws Committee met on December 4, 2003 and reported that an additional meeting was scheduled for December 30th, 5:00 p.m. at the CT Coalition for Environmental Justice.

Committee members stated that there is further work to be done on the Bylaws (i.e., purpose, duties) and asked for input from all Commissioners. Aware that Bylaws must be submitted to the Town Clerk by their third official meeting, the Commission voted to cancel the January 21, 2004, meeting for the purpose of working together (via email, U.S. Postal Service and by phone) on completion of the Bylaws.

- *Next Steps:* Chairman Mitchell suggested the Commission participate in a bus tour of the City's hazardous environmental facilities (departure from Clark School on January 17, 2004, snow date: January 31st). He also requested that staff attend this tour.

Commissioner Webb-Chavez said she would be unable to attend and that it may be too soon for the Commission to take part in a tour. She inquired about the Commission's interest in environmentally related educational workshops, perhaps inviting speakers to attend future meetings. She said she would forward website information to the Commission. Commissioner Diaz elected not to attend as she has already participated in facility tours. Commissioner Kornblum stated that she was not sure if she would be available to attend (the Commission would contact Commissioner Morales regarding the tour).

Chairman Mitchell suggested possible next steps of interest such as, possibly meeting with members of CRRA concerning the landfill closure; diesel and city transportation issues (i.e., busways/corridors and related impact on the City); the Connecticut River; green schools, natural gas city vehicles and energy efficiency building surveys for the city; legislation regarding hazardous resources; school district clean school bus policy adoption; Smart growth; site transfers and remediation; chemical plants/open storage and regional waste facilities. In addition, the Commission discussed inviting officials from the Department of Public Health and the Department of Environmental Protection to give an overview of what resources are available at the State and Federal level; and development of environmental policies and strategies. For the February meeting, Chairman Mitchell asked that members come prepared to prioritize next steps of interest.

The Commission stated that they wanted to be notified about Council agenda items concerning environmental issues. Attending staff noted that Council agendas are posted on the City's website

(hartford.gov) the first and third Wednesday of each month. Commissioner Parmlee suggested the Commission work with Council, in an advisory capacity, before environmentally related zoning decisions are made.

- *Next Meeting Date:* Attending staff stated that the meeting schedule for the 2004 calendar year should be submitted to the Town Clerk as soon as possible. Staff also stated that a copy of the meeting schedule should be forwarded to Polly Pizarro of the Court of Common Council to reserve meeting space.

The Commission voted to regulate the meeting date and time as follows: third Wednesday of every month at 5:30 P.M. The Commission consented that Vice Chair, Commissioner Lyons, would call meetings to order promptly in the absence of Chairman Mitchell. With the cancellation of January's meeting, the next regularly scheduled meeting will take place on February 18, 2004.

V. New Business

There was no new business for discussion.

VI. Adjournment

Chairman Mitchell adjourned the meeting at 7:04 p.m.